

**General Services Administration (GSA)**  
**Authorized Federal Supply Service Information Technology Schedule**  
**IT -70 Pricelist General Purpose Commercial Information Technology**  
**Equipment, Software and Services**

**2020 Company, LLC**  
*A MAXIMUS Federal Company*  
**3130 Fairview Park Drive Suite 800**  
**Falls Church, VA 22042**  
**Phone: 703.712.4000**  
**Fax: 703.712.4010**  
**Website: [www.maximus.com](http://www.maximus.com)**

Contract Number: **GS-35F-0345M, Pricelist current through Modification PS-0036 dated Oct 08, 2015**

Period Covered by Contract: **March 18, 2002 – March 17, 2017**

Business Size: 2020 Company is a subsidiary of MAXIMUS Federal a Large Business.

**Special Item No. 132-51 Information Technology Professional Services**

**SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

FPDS Code D301 IT Facility Operation and Maintenance  
FPDS Code D302 IT Systems Development Services  
FPDS Code D306 IT Systems Analysis Services  
FPDS Code D307 Automated Information Systems Design and Integration Services  
FPDS Code D308 Programming Services  
FPDS Code D310 IT Backup and Security Services  
FPDS Code D311 IT Data Conversion Services  
FPDS Code D316 IT Network Management Services  
FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified



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**2020 COMPANY, LLC**  
WHERE INSIGHT MEETS TECHNOLOGY

**INFORMATION FOR ORDERING OFFICES**  
Applicable to all Special Item Numbers

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**SPECIAL NOTICE TO AGENCIES**

**Small Business Participation**

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service ([www.fss.gsa.gov](http://www.fss.gsa.gov)). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page ([www.fss.gsa.gov](http://www.fss.gsa.gov)) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. **GEOGRAPHIC SCOPE OF CONTRACT:** The geographic scope of this contract is the 48 contiguous States, the District of Columbia, Alaska, Hawaii, the Commonwealth of Puerto Rico and all other U.S. Government installations and/or agencies abroad.
2. **CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:**

**Ordering Office:**

2020 Company, LLC  
A MAXIMUS Federal Company  
3130 Fairview Park Drive, Suite 800  
Falls Church, VA 22042  
Phone 703.720.5895  
Fax 703.712.4010  
Email: [raphaelaobrien@maximus.com](mailto:raphaelaobrien@maximus.com)  
Attention: Ella O'Brien

**Payment Office:**

2020 Company, LLC  
A MAXIMUS Federal Company  
3130 Fairview Park Drive, Suite 800  
Falls Church, VA 22042  
Phone 703.712.4000  
Fax 703.712.4010



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Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance:

Phone: 703.720.5895  
Fax: 703.712.4010  
Email: [raphaelaobrien@maximus.com](mailto:raphaelaobrien@maximus.com)  
Attention: Raphaela O'Brien

**3. LIABILITY FOR INJURY OR DAMAGE**

The Contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

**4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:**

Block 9: G. Order/Modification Under Federal Schedule  
Block 16: Data Universal Numbering System (DUNS) Number: **16-981-0657**  
Block 30: Type of Contractor - **A. Large Business**  
Block 31: Woman-Owned Small Business – **No**  
Block 36: Contractor's Taxpayer Identification Number (TIN): **36-4402835**

- 4a.** CAGE CODE: 1SHD7  
**4b.** Contractor has registered with the System for Award Management (SAM)

**5. FOB POINT** Destination including the Continental U.S., Alaska, Hawaii, and Puerto Rico

**6. DELIVERY SCHEDULE**

- a. Time of Delivery:** The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

**Special Item Number**

**Delivery Time (Days ARO)**

**132-51**

**As agreed upon between contractor and agency**

- b. Urgent Requirements:** When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

**7. DISCOUNTS: PRICES SHOWN ARE NET PRICES; BASIC DISCOUNTS HAVE BEEN DEDUCTED.**

- a.** Prompt Payment: Net 30 days  
**b.** Quantity: NONE  
**c.** Dollar Volume: NONE  
**d.** Government Educational Institutions are offered the same discounts as all other Government customers.

e. Other NONE

**8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED:**

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

**9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:**

Not Applicable

**10. SMALL REQUIREMENTS:** The minimum dollar value of orders to be issued is \$100.00.

**11. MAXIMUM ORDER**

a. Special Item Number 132-51 - Information Technology (IT) Professional Services

The maximum dollar value per order for IT Professional Services will be **\$500,000**. (All dollar amounts are exclusive of any discounts for prompt Payment.)

**12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS. IN ACCORDANCE WITH FAR 8.404:**

**NOTE:** Special ordering procedures have been established for Special Item Numbers (SINs) 132-51 IT Professional Services.

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

a. **Orders placed at or below the micro-purchase threshold.** Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

b. **Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold.** Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the supply or service representing the best value, the ordering office may consider--

- (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
- (2) Trade-in considerations;
- (3) Probable life of the item selected as compared with that of a comparable item;
- (4) Warranty considerations;
- (5) Maintenance availability;
- (6) Past performance; and
- (7) Environmental and energy efficiency considerations.

- c. **Orders exceeding the maximum order threshold.** Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--
- (1) Review additional Schedule Contractors' Catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
  - (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
  - (3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

**NOTE:** For orders exceeding the maximum order threshold, the Contractor may:

- (1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
  - (2) Offer the lowest price available under the contract; or
  - (3) Decline the order (orders must be returned in accordance with FAR 52.216-19).
- d. **Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.
- e. **Price reductions.** In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.
- f. **Small business.** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.
- g. **Documentation.** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

**13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:** Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, shall be responded to promptly by the Contractor.

**13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):** Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant

to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

**13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):** Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

**14. SECURITY REQUIREMENTS.** In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is less.

**15. CONTRACT ADMINISTRATION FOR ORDERING OFFICES:** Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the Government's convenience, and (m) Termination for Cause (See C.1.)

**16. GSA ADVANTAGE!**

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: Netscape). The Internet address is <http://www.fss.gsa.gov/>.

**17. PURCHASE OF INCIDENTAL, NON-SCHEDULE ITEMS**

For administrative convenience, open market (non-contract) items may be added to a Federal Supply Schedule Blanket Purchase Agreement (BPA) or an individual order, provided that the items are clearly labeled as such on the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

**18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS**

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
- (1) Time of delivery/installation quotations for individual orders; 3130 Fairview Park Drive, Suite 800 Falls Church, VA 22042
  - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
  - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

## **19. OVERSEAS ACTIVITIES**

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below: Upon request of the Contractor, the Government may provide the Contractor with logistics support, as available, in accordance with all applicable Government regulations. Such Government support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

## **20. BLANKET PURCHASE AGREEMENTS (BPAs)**

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

## **21. CONTRACTOR TEAM ARRANGEMENTS**

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

## **22. INSTALLATION, DEINSTALLATION, REINSTALLATION**



The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act apply.

The requisitioning activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

### **23. SECTION 508 COMPLIANCE**

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: [www.2020llc.com](http://www.2020llc.com)

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/)

### **24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b) The following statement:

This order is placed under written authorization from \_\_\_\_\_ dated \_\_\_\_\_. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

### **25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)**

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

### **26. SOFTWARE INTEROPERABILITY.**

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-



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sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

**27. ADVANCE PAYMENTS**

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**TERMS AND CONDITIONS APPLICABLE TO IT PROFESSIONAL SERVICES (SPECIAL ITEM 132-51)**

**1. SCOPE**

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

**2. PERFORMANCE INCENTIVES**

- a. When using a performance based statement of work, performance incentives may be agreed upon between the Contractor and the ordering office on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, under this contract in accordance with this clause.
- b. The ordering office must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. To the maximum extent practicable, ordering offices shall consider establishing incentives where performance is critical to the agency's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.
- d. The above procedures do not apply to Time and Material or labor hour orders.

**3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)**

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

(a) When ordering services, ordering offices shall—

- (1) Prepare a Request (Request for Quote or other communication tool):
  - (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
  - (ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates

provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

- (iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.
  - (iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2)(i) below, the request shall notify the contractors that will be the case.
- (2) Transmit the Request to Contractors:
- (i) Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132—51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.
  - (ii) The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.
- (3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

- (b) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs, ordering offices shall—
- (1) Inform contractors in the request (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.
    - (i) SINGLE BPA: Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)
    - (ii) MULTIPLE BPAs: When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in (a)(2)(ii) above and then place the order with the Schedule contractor that represents the best value.

- (2) Review BPAs Periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)
- (c) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.
- (d) When the ordering office's requirement involves both products as well as executive, administrative and/or professional, services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

The ordering office, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

Ordering procedures for other services available on schedule at fixed prices for specifically defined services or tasks should use the procedures in FAR 8.404. These procedures are listed in the pricelist, under "Information for Ordering Offices," paragraph #12.

#### **4. ORDER**

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

#### **5. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.
- c. The Agency should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

#### **6. INSPECTION OF SERVICES**

The Inspection of Services—Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection—Time-and-Materials and Labor-Hour (JAN 1986) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

#### **7. RESPONSIBILITIES OF THE CONTRACTOR**

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 Rights in Data – General, may apply.

## **8. RESPONSIBILITIES OF THE GOVERNMENT**

Subject to security regulations, the ordering office shall permit Contractor access to all facilities necessary to perform the requisite IT Services.

## **9. INDEPENDENT CONTRACTOR**

All IT Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the Government.

## **10. ORGANIZATIONAL CONFLICTS OF INTEREST**

### **a. Definitions.**

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed Government contract, without some restriction on activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

- b.** To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the Government, ordering offices may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

## **11. INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering office on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

## **12. PAYMENTS**

For firm-fixed price orders the Government shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts (Alternate I (APR 1984)) at FAR 52.232-7 apply to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

## **13. RESUMES**



**2020 COMPANY, LLC**  
WHERE INSIGHT MEETS TECHNOLOGY

Resumes shall be provided to the GSA Contracting Officer or the user agency upon request.

**14. INCIDENTAL SUPPORT COSTS**

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering agency in accordance with the guidelines set forth in the FAR.

**15. APPROVAL OF SUBCONTRACTS**

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

## DESCRIPTION OF IT SERVICES AND PRICING

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### 1. Senior Project Manager

#### Minimum/General Experience

Ten years of management experience throughout a project management life cycle. Includes coordinating work activity, allocation of resources, managing performance, and development of solutions for Information Technology challenges. Specialized experience in the technologies that meet the specific statement of work for the services to be provided may be substituted for years of experience.

#### Functional Responsibility

Responsible for project management in accordance with client requirements and organizational guidelines. Specific duties may include oversight of program level cost, schedule, performance and deliverable services, as well as products. Detects and analytically solves a wide variety of business problems. Provides the strategic planning for successful project completion. Directs, organizes and monitors work activity, and is responsible for meeting program cost, schedule, and performance objectives. Creates process enhancements in response to program challenges.

#### Minimum Education

- Bachelors degree in the Arts or Science
- Masters degree or specialized experience in the technologies that meet the specific statement of work for the services to be provided may be substituted for years of experience

### 2. Project Manager

#### Minimum/General Experience

Nine years of experience required specializing in management, resource allocation, or information technology. Including full cycle software/web development and/or implementation expertise.

#### Functional Responsibility

Manage projects, tasks, and/or subtasks. Advise and assists project staff on execution of specific project requirements. May be responsible for management of complete project or specific task elements. Implements directives and schedules necessary to ensure effective project management. Possesses a detailed knowledge of concepts, practices, and procedures in several activity, technical, and management fields. Provides technical consulting on complex projects and provides detailed guidance and direction to project staff.

#### Minimum Education

- Bachelors degree in the Arts or Science
- Masters degree or specialized experience in the technologies that meet the specific statement of work for the services to be provided may be substituted for years of experience

### 3. Lead Technical Developer

#### Minimum/General Experience

Nine years of experience on a technical development team in the areas of software and application development. Familiarity with a variety of the field's concepts, practices, and procedures. Expertise with software development and relational database knowledge.



#### Functional Responsibility

Design, modify, develop, write, and implement software programming applications. Support and/or install software applications. Participate in the testing process through test review and analysis, test witnessing, and certification of software. Manage a team of software developers to architect, design enterprise software products. Write product requirement documents, implement and track development timelines, negotiate feature sets with the development leads and product. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks.

#### Minimum Education

- Bachelors degree in the Arts or Science
- Masters degree or specialized experience in the technologies that meet the specific statement of work for the services to be provided may be substituted for years of experience

### **4. Technical Developer**

#### Minimum/General Experience

Seven years of experience on a technical development team in the areas of software and application development. Familiarity with standard concepts, practices, and procedures within the area of technical development. Knowledge of full cycle software development and relational database concepts.

#### Functional Responsibility

Designs, modifies, develops, writes, and implements software programming applications. Supports and/or installs software applications. Participates in the testing process through test review and analysis, test witnessing, and certification of software. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks.

#### Minimum Education

- Bachelors degree in the Arts or Science
- Masters degree or specialized experience in the technologies that meet the specific statement of work for the services to be provided may be substituted for years of experience

### **5. Packaged Software Consultants**

#### Minimum/General Experience

Five years of experience in implementing packaged software applications or hands-on experience with packaged software applications. Familiarity with relational database concepts and client-server architectures. Relies on experience and judgment to plan and accomplish goals.

#### Functional Responsibility

Reviews, analyzes, and modifies packaged software systems including encoding, testing, debugging, and installing to support an organization's applications systems. Consults with users to identify current operating procedures and to clarify program objectives. May be expected to write documentation to describe program development, logic, coding, and corrections. Writes manual for users to describe installation and operating procedures.

#### Minimum Education

- Bachelors degree in the Arts or Science



- Masters degree or specialized experience in the technologies that meet the specific statement of work for the services to be provided may be substituted for years of experience

## **6. Database Administrator**

### Minimum/General Experience

Five years of experience in database administration or technical environments which meet the specific statement of work for which services will be provided. Familiarity with standard concepts, practices, and procedures within the area of database administration.

### Functional Responsibility

Performs the design, development, implementation, and maintenance of large relational and/or distributed databases. Develops database requirements from operational documentation and user inputs. Provides technical guidance in the selection, implementation, and deployment of databases and their architecture. Manages the development of database projects. Provides highly technical expertise in the use of relational databases. Evaluates and recommends available database technologies and products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

### Minimum Education

- Bachelors degree in the Arts or Science
- Masters degree or specialized experience in the technologies that meet the specific statement of work for the services to be provided may be substituted for years of experience

## **7. Senior Systems Analyst**

### Minimum/General Experience

Eight years of experience in systems analysis or business information systems, including four years in the area of developing systems requirements and high-level design specifications; two years of experience in project management/task leader positions in a business information systems development or implementation project. May have expert credentials or be recognized as an authority.

### Functional Responsibility

Performs studies and analyses to develop improvements to management, organization, and business applications for the advancement of quality enhancements through reengineering techniques. Evaluates and assesses business applications for practicality and efficiency, and provides recommendations on areas where productivity improvements can be achieved. Provides analytical support in the assessment of employed or proposed systems. Develops benchmarks for measuring system and subcomponent performance. Provides highly technical and specialized guidance and solutions to complex systems analysis, design, development, and testing activities. Works independently or as a member of a team. Makes recommendations, if needed, for approval of major systems installations. May provide technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and progress in accordance with schedules.

### Minimum Education

- Bachelors degree in the Arts or Science

## **8. Systems Analyst**

Minimum/General Experience

Three years of experience in systems analysis, programming, or business information systems, including two years in the area of developing systems requirements, high-level design specifications, and translating user requirements for engineering, business, and records management functions into overall system designs.

Functional Responsibility

Performs studies and analyses to develop improvements to management, organization, and business applications for the advancement of quality enhancements through reengineering techniques. Provides support to complex systems analysis, design, development, and testing activities. Performs elaborate analyses and studies. Prepares reports and gives presentations to upper management. Works independently or as a member of a team. Defines the problem and develops system requirements and program specifications from which programmers prepare detailed flowcharts, programs, and tests. Closely coordinates with programmers to ensure proper implementation of program and system specifications. In conjunction with functional users, develops system alternative solutions.

Minimum Education

- Bachelors degree in the Arts or Science

**9. Database Administrator/Specialist**

Minimum/General Experience

Six years of experience in database management systems; three years experience with SQL, Oracle, COBOL, and/or Fourth Generation Language programming experience in a batch or on-line environment. At least six years' experience in the development, use, modification, and maintenance of medium to large databases, including experience with current database management systems.

Functional Responsibility

Designs, implements, and maintains complex databases with respect to access methods, access time, device allocation, validation checks, organization, protection and security, documentation and statistical methods. Maintains database dictionaries, monitors standards and procedures and integration of systems, through database design.

Minimum Education

- Bachelors degree in the Arts or Science

**10. Programmer**

Minimum/General Experience

Five years of experience in programming. Formal training in programming, which may include a Bachelor's degree or formal computer training. At least 5 years of applicable experience as an applications programmer on large-scale information technology systems, knowledge of computer equipment, and ability to develop complex software to satisfy design objectives. Demonstrated ability to lead and manage others. Demonstrated ability to work independently or under only general direction.

Functional Responsibility

Develops codes, tests, and debugs new software or enhancements to existing software. Performs maintenance on existing software products and contributes knowledge of business applications. Writes programs according to specifications needed. Works with the technical staff to understand problems had with software and then resolve them.

Resolves customer complaints with the software and responds to suggestions for improvements and enhancements. Also, assists in the development of software user manuals.

Minimum Education

- Bachelors degree in the Arts or Science

**11. Technical Writer/Documentation Specialist**

Minimum/General Experience

Three years of experience in technical writing/documentation; one year of specialized Federal Information Processing technical documentation experience; knowledge of word processing and graphical presentation software. Extensively experienced with general and specific documentation practices and standards appropriate to the assigned task. Experienced and knowledgeable in the use of automated tools to prepare, update, store, and distribute technical and program documentation.

Functional Responsibility

An individual who is very good at imparting technical information to technical and non-technical personnel and is also very knowledgeable in IT. Provides technical documentation on systems, software, and business/technical requirements. Has experience in developing user manuals, guides, courses, and/or teaching materials for all phases of IT. Demonstrates very good oral and written communication skills. Gathers and assembles information pertaining to the subject matter; organizes and condenses materials. Works independently or as part of a team.

Minimum Education

- Bachelors degree in the Arts or Science

**12. Senior Information Technology Specialist**

Minimum/General Experience

Eight years of experience in information technology, including four years of specialized experience in numerous, highly specialized IT disciplines involving a wide range of hardware/software solutions. Two years of experience in project management/task leader positions in a business information systems development or implementation project. May have expert credentials or be recognized as an authority.

Functional Responsibility

An individual very knowledgeable in all aspects of IT; evaluates and assesses information technology systems and provides information technology solutions/recommendations. Provides analytical and technical support in the assessment of employed or proposed systems. Provides highly technical and specialized guidance, and leads the actual development of technology solutions. Performs elaborate analyses and studies. Works independently or as a member of a team. May serve as Project Manager providing technical and administrative direction for personnel performing software development tasks. Demonstrates very good oral and written communications skills.

Minimum Education

- Bachelors degree in the Arts or Science

### **13. Information Technology Specialist**

#### Minimum/General Experience

Six years of experience in the field of information technology, including four years of specialized experience in numerous highly specialized IT disciplines involving a wide range of hardware/software solutions. At least three years of general experience is concentrated hands-on experience in the specific discipline(s) of IT required by an actual SOW. Provides highly technical and specialized solutions to complex IT problems; prepares reports; works independently or as a member of a team.

#### Functional Responsibility

Provides analysis, development, or deployment of advanced technologies within a multidisciplinary systems environment. Works closely with business and systems analyst teams to make sure development efforts meet the requirements. Demonstrates good oral and written communications skills. Provides highly technical and specialized solutions to complex IT problems; works independently or as a member of a team.

#### Minimum Education

- Bachelors degree in the Arts or Science

### **14. Junior Information Technology Specialist**

#### Minimum/General Experience

Four years of experience in the field of IT, including three years of specialized experience in highly specialized Information Technology disciplines involving a range of hardware/software solutions. At least two years of general experience is concentrated hands-on experience in the specific discipline(s) of IT required by an actual SOW. Performs analyses and studies; prepares reports; works independently or as a member of a team.

#### Functional Responsibility

Has specialized experience in the analysis or application of information technology systems. Provides support to complex systems design, development, and testing activities. Provides assistance in preparing reports and relevant deliverables. Demonstrates good oral and written communications skills. Provides technical and specialized solutions to complex IT problems. Works independently or as a member of a team.

#### Minimum Education

- Bachelors degree in the Arts or Science

### **15. WebSphere Developer**

#### Minimum/General Experience

Four years of experience in Planning / Design / Developing with IBM WebSphere Products (Portal, Application Server, etc.). Has at least two years' experience working as a developer designing, building, and testing the solutions based on J2EE standard technologies (Java, JSP, Servlet, Portlet, EJB, etc).

#### Functional Responsibility

An individual knowledgeable in all aspects of IT; has extensive experience in the specific IT discipline(s) described in an actual SOW. Demonstrates very good oral and written communications skills. Works with functional team to design and plan applications, create detailed technical design documentation for customization implementations and integration.



Meets with client representatives to gather functional requirements and provide expertise on personalization features and capabilities. Provides WebSphere technical expertise to the client and encourages best practices with regards to development, testing, and building activities; assists with the installation and development of components related to the application architecture.

Minimum Education

- Bachelors degree in the Arts or Science

**16. FileNet Developer**

Minimum/General Experience

Four years of experience as a technical developer with packaged software customization and COTS integration experience (FileNet). This individual will have an "Expert" level of Java/J2EE experience and knowledge.

Functional Responsibility

The individual will be responsible for the design and development of custom code to be built to extend functionality of an enterprise content management (ECM) software and integrate packaged portal software. Supports the installation and configuration of packaged ECM software (FileNet). This individual should have an "Advanced" level of FileNet, Java, J2EE, JSP, Knowledge/Method/Tools Creation and Development, IBM WebSphere, Oracle dB, excellent written and oral Communication Skills, Business Writing, Netcentric Architectures.

Minimum Education

- Bachelors degree in the Arts or Science

**17. Web Developer**

Minimum/General Experience

Four years of experience leading and/or provides support in upgrading, maintaining and creating content using the latest web technologies. Two years' experience creating templates, creation of graphics, supporting both static and dynamic web development, and utilizing the latest web technologies.

Functional Responsibility

Provides day-to-day web site design, creation, on-the-job training for the development, maintenance, and updating of Web pages. The web individual also works to coordinate and/or facilitate maintenance requests, meeting with Client staff to identify site enhancements, reporting team status to project management, and maintaining requests/progress in issue tracking list or tool.

Minimum Education

- Bachelors degree in the Arts or Science

**18. Junior Technical Architect**

Minimum/General Experience

Three years of experience supporting efforts to design architectures to include the software, hardware, and communications to support the total requirements, as well as provide for present and future cross-functional



requirements and interfaces. This individual has experience analyzing business processes, translating business requirements to technical requirements, and providing technology expertise.

#### Functional Responsibility

This individual establishes system information requirements in the development of enterprise-wide or large-scale information systems. Contributes to technical design, product and vendor selection, application and technical architectures. Provides subject matter expertise on various technologies and platforms. Ensures that the systems are compatible and in compliance with the industry standards, best practices and client requirements. Ensures that the common operating environment is compliant to all security and architecture standards, evaluates analytically and systematically problems of workflows, organization, and plans and develops appropriate corrective action.

#### Minimum Education

- Bachelors degree in the Arts or Science

### **19. Portal Test Analyst**

#### Minimum/General Experience

Three years of experience with System Testing, Regression Testing, Test Planning and Execution, Test Script Development, Automated Testing Tools. This individual also has experience analyzing requirements and testing portal/application functionality.

#### Functional Responsibility

This individual is involved with conducting system and user acceptance testing of the portal application and components; learning portal functionality and identifying requirements to create test plans, conditions, and scripts necessary to test implementation, configuration, and integration of the portal components. As builds are released, testers will execute test Scripts and create defect logs in manual or automated test tools. Provide and maintain project technical documentation. Participates in team meetings to review status, resolve issues, and facilitate cross-communication within the team.

#### Minimum Education

- Bachelors degree in the Arts or Science

**GSA IT SCHEDULE CONTRACT - PRICE LIST**

**Hourly Rates for Customer/Agency Site Services Only:**

Note: Rates Include Industrial Funding Fee  
3.8% Rate Escalation from Year-to-Year

#	Labor Category	Year 11 Rates (3/18/2012 - 3/17/2013)	Year 12 Rates (3/18/2013- 3/17/2014)	Year 13 Rates (3/18/2014- 3/17/2015)	Year 14 Rates (3/18/2015- 3/17/2016)	Year 15 Rates (3/18/2016- 3/17/2017)
1	Sr. Project Manager	\$217.61	\$225.88	\$234.46	\$243.37	\$252.62
2	Project Manager	\$182.79	\$189.73	\$196.94	\$204.43	\$212.19
3	Lead Technical Developer	\$174.09	\$180.70	\$187.57	\$194.70	\$202.09
4	Technical Developer	\$155.42	\$161.33	\$167.46	\$173.82	\$180.43
5	Package Software Consultant	\$155.42	\$161.33	\$167.46	\$173.82	\$180.43
6	Database Administrator	\$174.09	\$180.70	\$187.57	\$194.70	\$202.09
7	Senior Systems Analyst	\$149.06	\$154.72	\$160.60	\$166.70	\$173.04
8	Systems Analyst	\$110.06	\$114.25	\$118.59	\$123.09	\$127.77
9	Database Administrator/Specialist	\$137.62	\$142.85	\$148.28	\$153.92	\$159.76
10	Programmer	\$103.70	\$107.64	\$111.73	\$115.98	\$120.39
11	Technical Documentation/Writer	\$129.84	\$134.77	\$139.89	\$145.21	\$150.73
12	Senior Information Technology Specialist	\$108.10	\$112.21	\$116.47	\$120.90	\$125.49
13	Information Technology Specialist	\$101.89	\$105.77	\$109.79	\$113.96	\$118.29
14	Junior Information Technology Specialist	\$80.76	\$83.83	\$87.01	\$90.32	\$93.75
15	Web Sphere Developer	\$116.81	\$121.25	\$125.86	\$130.64	\$135.61
16	File Net Developer	\$104.39	\$108.36	\$112.47	\$116.75	\$121.18
17	Web Developer	\$85.74	\$88.99	\$92.38	\$95.89	\$99.53
18	Junior Technical Architect	\$80.76	\$83.83	\$87.01	\$90.32	\$93.75
19	Portal Test Analyst	\$83.27	\$86.43	\$89.71	\$93.12	\$96.66





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**APPENDIX A: USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS**

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**PREAMBLE**

**2020 Company, LLC** provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

**COMMITMENT**

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact

**Company Point of Contact: [Raphaella O'Brien](#)**

**Phone Number: 703.720.5895**

**Email: [raphaellaobrien@maximus.com](mailto:raphaellaobrien@maximus.com)**

**Fax Number: 703.712.4010**



APPENDIX B: BEST VALUE BLANKET PURCHASE AGREEMENT (SAMPLE FORMAT)

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**SUGGESTED** Blanket Purchase Agreement (BPA) format in the proposed FSS IT Schedule Pricelist.

**BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (Agency) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) \_\_\_\_\_.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the Government that works better and costs less.

**Signatures**

\_\_\_\_\_  
Agency Date

\_\_\_\_\_  
Contractor Date



APPENDIX C: BLANKET PURCHASE AGREEMENT (SAMPLE FORMAT)

BPA NUMBER \_\_\_\_\_

(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) \_\_\_\_\_, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER

SPECIAL BPA DISCOUNT/PRICE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- (2) Delivery:

DESTINATION

DELIVERY SCHEDULES/DATES

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- (3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.

- (4) This BPA does not obligate any funds.

- (5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.

- (6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE

POINT OF CONTACT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.



- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:
- (a) Name of Contractor;
  - (b) Contract Number;
  - (c) BPA Number;
  - (d) Model Number or National Stock Number (NSN);
  - (e) Purchase Order Number;
  - (f) Date of Purchase;
  - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
  - (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.



**APPENDIX D: BASIC GUIDELINES USING  
“CONTRACTOR TEAM ARRANGEMENT”**

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**BASIC GUIDELINES FOR USING  
“CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer's needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer's requirement.
- Customers make a best value selection.